

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF
HARRIS COUNTY DEPARTMENT OF EDUCATION**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the **21st day of October 2020 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas. Such a meeting is a **REGULAR BOARD MEETING**.

The subjects to be discussed or considered or upon which any formal action might be taken are on the Agenda following.

Additionally, from time to time an issue will be raised concerning an item on our agenda that had not been anticipated. The issue, while within the scope of the agenda topic, may be one that is required or authorized by law to be considered in executive session rather than in public session. In order for the Board to consider such issue in executive session, rather than postpone consideration of it until the next board meeting, the Board lists below most if not all be all of the sections of the Open Meetings Act that address the purposes for which the Board may lawfully meet in executive/closed session. The Board's purpose is not to meet in executive session to consider matters not on the agenda for the meeting. Instead, its purpose is to efficiently and timely conduct its business in accordance with the law.

Therefore, if, during the course of the meeting on agenda items covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and purposes authorized by Sections 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects matters authorized by law.*
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.*
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.*
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.*
- Section 551.076 To consider the deployment, or specific occasions for implementation of security personnel or devices.*
- Section 551.082 For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.*
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.*
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.*

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either: a) the open meeting covered by this notice upon the reconvening of this public meeting, or b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

James Colbert, Jr., County School Superintendent



The Board of Trustees
October 21, 2020
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held October 21, 2020, beginning at 1:00 p.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Invocation** - Rich Vela, Facilities
2. **Pledge of Allegiance to the US flag** - Charlotte Manning, Technology
3. **Pledge of Allegiance to the Texas flag** - Charlotte Manning, Technology
4. **Open Forum** - Gov't Code 551.003 (5) - Public Participation. Pursuant to Policy BED (Local), a citizen who wishes to speak may do so by completing a participation request card available at the Board room at least 10 minutes prior to a regular Board meeting.
5. **Reports and presentations:**
 - A. **Annual Update from Maintenance and Operations** - Rich Vela, Executive Director Facilities
 - B. **Annual Update from Technology** - Lowell Ballard, Director Technology Support Services
 - C. **Recognition of "Principals Month"** – Jonathan Parker, Assistant Superintendent of Academic Support
 - D. **Superintendent Monthly Report** - James Colbert, Jr.
 - E. **Report of the Board Feasibility Subcommittee** - Richard Cantu
 - F. **Other reports from Board members** concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person.
 - G. **Monthly Financial Reports through 09/30/2020**- Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. September Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for September 2020.

B. Consider approval of the following Board Meeting Minutes:

1. 9-16-2020 Policy Committee Meeting
2. 9-16-2020 Regular Board Meeting
3. 10-2-2020 Special Called Meeting

C. Consider ratification/approval of the following Interlocal Contracts:

1. **Consider approval of Memorandum of Understanding between HCDE Head Start/Early Head Start and San Jacinto Community College District** to collaborate and register HCDE Head Start/Early Head Start teaching staff in credit course work to obtain Child Development Associate (CDA) credentials by paying for virtual classes at San Jacinto Community College District using HCDE Head Start/Early Head Start training dollars for the period of August 1, 2020 through September 30, 2021.
2. **Consider acceptance of funds totaling \$1,800,000.00 from the Texas Education Agency for CASE for Kids'** Nita M. Lowey 21st Century Community Learning Center(s) Cycle 9, Year 5 grant for the period 08/01/2020 through 07/31/2021; CASE for Kids anticipates serving 820 students with these grant funds.

D. Consider approval of the following Revenue Agreements:

1. **Consider ratification of Service Agreement (revenue) with United Way of Greater Houston for CASE for KIDS** to provide quality support and training services on Youth Program Quality Intervention (YPQI) for the Out 2 Learn Network of after school programs in Harris County for the period of 09/26/2020 through 8/26/2021 in an amount of \$75,000.
2. **Consider ratification of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$824,200 with Academic and Behavior School East** with the following district(s): Crosby ISD for four (4) in-county annual contracts in the amount of \$82,420 (\$20,605 each); Dayton ISD for eight (8) in-county annual contracts in the amount of \$164,840 (\$20,605 each); Pasadena ISD for sixteen (16) in-county annual contracts in the amount of \$329,680 (\$20,605 each); and Spring ISD for twelve (12) in-county annual contracts in the amount of \$247,260 (\$20,605 each) for the contract period of 08/24/2020 through 06/03/2021.

3. **Consider ratification of Interlocal (revenue) contract** for FY 2021 in the aggregate amount of \$185,445 with Academic and Behavior School West with the following district(s): Aldine ISD for six (6) in-county annual contracts in the amount of \$123,630 (\$20,605 each); and Katy ISD for three (3) in-county annual contracts in the amount of \$61,815 (\$20,605 each) for the contract period of 08/24/2020 through 06/03/2021.
 4. **Consider ratification of Interlocal (revenue) contract for FY 2021 in the aggregate amount of \$633,087 with Highpoint School East** with the following districts: Crosby ISD for twenty-five (25) in-county annual contracts in the amount of \$251,225 (\$10,049 each); Goose Creek ISD for eighteen (18) in-county annual contracts in the amount of \$180,882 (\$10,049 each); and Humble ISD for twenty (20) in-county annual contracts in the amount of \$200,980 (\$10,049 each) for the contract period of 8/24/20 through 06/03/21.
- E. Consider approval of the following items for the HCDE Choice Partners Cooperative:
1. **Consider approval of Contract Award for job no. 20/052MR for Road Products (Signage, Chemicals, Gravel, and Concrete), Equipment and Related Items with the following vendor:** Southwest Geo-Solutions, Inc. dba GeoSolutions, Inc. (#20/052MR-01) for the period 10/21/2020 through 10/20/2021.
 2. **Consider approval of a Contract Renewal option for job no. 16/060CG for Security Officers and Related Items with the following vendor:** Executive Threat Solutions, Inc. (#16/060CG-01) for the period 11/15/2020 through 11/14/2021.
 3. **Consider approval of a Contract Renewal option for job no. 17/052CG for M&O Parts and Equipment with the following vendors:** Best Plumbing Specialties, Inc. (#17/052CG-04); HDP Ltd dba Hunton Distribution (#17/052CG-07); Johnson Supply & Equipment Corporation dba Johnson Supply (#17/052CG-08); Kleen Supply Company (#17/052CG-09); Total Maintenance Solutions dba TMS-South (#17/052CG-11), and Zimmerer Kubota & Equipment, Inc. (#17/052CG-12) for the period 11/29/2020 through 11/28/2021.
 4. **Consider approval of a Contract Renewal option for job no. 18/068MR for Security Services, Supplies and Related Items with the following vendors:** 1st Response Security (#18/068MR-01); Blue Knight Security, LLC (#18/068MR-02); Brinks Inc. (formerly known as Dunbar Armored, Inc.) (#18/068MR-03); J&B Imaging Services, Inc. dba JABIS Security Services (#18/068MR-05), and Premier Wireless Business Technology Solutions (#18/068MR-06) for the period 11/14/2020 through 11/13/2021.
 5. **Consider approval of Contract Renewal option for job no. 19/001TJ Technology & Other Related Services and Products for Nutrition Services with the following vendors:** Robert L. Beyer Enterprises dba Automated Financial Systems, Inc. (19/001TJ-01); Young & Kenady Incorporated dba Descon (19/001TJ-02); EMS LINQ (19/001TJ-03); Global Payments, Inc. dba Heartland Payment Systems LLC/ Heartland School Solutions (19/001TJ-04); Assal Corporation dba InTouch POS (19/001TJ-05); Nutri-Link Technologies, Inc. (19/001TJ-06); PCS Revenue Control Systems, Inc. (19/001TJ-07); Cybersoft Technologies, Inc. dba PrimeroEdge (19/001TJ-08) for the period 11/18/2020 to 11/17/2021.
 6. **Consider approval of Contract Renewal option for job no. 19/061KC for Fleet Leasing & Management Services with the following vendors:** Commercial Vehicle Leasing, LP dba D&M Leasing Commercial (#19/061KC-01), and Enterprise Fleet Management, Inc. dba Enterprise FM Trust (#19/061KC-02) for the period 11/20/2020 through 11/19/2021.

7. **Consider approval of a Contract Renewal option for job no. 19/062TP Vending Machines and Service for Beverages and Snacks with the following vendor:** Fresh Brew Group USA, LP(19/062TP-01) for the period of 11/20/2020 through 11/19/2021.
8. **Consider approval of Contract Renewal option for job no. 20/015KC for Auctioneer Services & Related Solutions with the following vendors:** Auctions International, Inc. (#20/015KC-01); Liquidity Services Operations, LLC (fka GovDeals, Inc.) (#20/015KC-02); Lemons Auctioneers, LLC (#20/015KC-03), and Lone Star Auctioneers, Inc. (#20/015KC-04) for the period 12/18/2020 through 12/17/2021.
9. **Consider approval of Assignment of Contract for job no.19/039TJ-07 for Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares and Related Items** from Heritage Food Service Group, LLC to Parts Town, LLC dba Parts Town. The effective date of the Consent for Assignment is October 21, 2020.
10. **Consider approval of Assignment of Contract for job no.19/039TJ-10 for Food Equipment, Parts, Repair, Installation, Maintenance, Small Wares and Related Items** from ISI Commercial Refrigeration, LLC to Strategic Equipment, LLC. The effective date of the Consent for Assignment is October 21, 2020.
11. **Consider approval of Assignment of Contract for job no. 20/015KC-02 for Auctioneer Services & Related Solutions** from GovDeals, Inc. (contract no. 20/015KC-02) to Liquidity Services Operations, LLC. The effective date of the Consent for Assignment is October 21, 2020.
12. **Consider approval of HCDE Interlocal Agreements with:** Bexar County, San Antonio, Texas; Bullard ISD, Bullard, Texas; Huntsville Housing Authority, Huntsville, Texas; Paradise Valley Unified School District, Phoenix, Arizona, and Pioneer Pleasant Vale Schools, Waukomis, Oklahoma.

F. Consider approval of the following items for Internal Purchasing:

1. **Consider approval of Contract Renewal option for job no. 16/048YR Business and Facilities Consulting Services with the following vendors:** Dana Lee, and Indatatech for the period of 11/15/2020 through 11/14/2021.
2. **Consider approval and award of RFP 21/001YR Disabilities Consulting Services to the following proposer(s):** Advance Medical Personnel Services, Julie Smith, and Personal Touch Therapy for the period of 11/01/2020 through 10/31/2021 with an option to renew annually up to four (4) additional years, subject to annual appropriations of funding.
3. **Consider approval of Contract Renewal option for job no. 17/051YR for CASE for Kids After School and Summer Direct Service Providers with the following vendors:** Frias Business Group, Inc. dba Tutor Doctor, and World Youth Foundation, Inc. for the period of 11/29/2020 through 11/28/2021.

7. **ACTION ITEMS - NON-CONSENSUS**

A. **Consider first reading of the following revised local policy:**

BDAA(LOCAL)

- B. **Consider second reading and final approval of the following revised local policies:**
- a. BDF (Local)
 - b. CV (Local)
 - c. CCG (Local)
- C. **Consider approval to add additional job numbers under CH Local FY 2021** for the following vendors: Labatt Institutional Supply Company - job # 20/036TP-02, Deskot, LLC dba Kool Kids Daycare - job no. 20/039YR, ERC (Environmental & Construction Services, Inc) - job no. 20/017MR-09, and Fellowship of Purpose Early Childhood - job no. 20/039YR. The vendors were previously approved under CH Local at the August, 19, 2019 Board meeting; the only modification requested is an additional job number for each vendor.
- D. **Consider adoption of resolution concerning emergency administrative leave with pay in accordance with Policy DEA** associated with Tropical Storm Beta and its aftermath on September 22, 2020.
- E. **Consider approval and award of RFQ 20/055KJ Construction Manager-Agent/Project Manager Services to the following proposer:** Lockwood, Andrews & Newnam, Inc., for the period of 10/21/2020 through 10/20/2025 and approval of Master Agreement and Work Authorization No. 1 with Lockwood, Andrews & Newnam, Inc. (The total amount of the contract is \$1,350,000 for program management services for the new Adult Education Center and Renovation Project, the new HP East Middle School Project, and the Reagan Renovation project).
8. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
- A. Deliberate whether Chapter 21 probationary contract teacher at ABS East failed, without good cause, to comply with the resignation requirements of the Texas Education Code and abandoned her contract with HCDE; obtain legal advice regarding same.
 - B. Deliberate Superintendent's recommendation to propose termination of ABS East teacher's Chapter 21 probationary contract, for good cause as determined by the Board; obtain legal advice regarding same.
 - C. **EMPLOYMENT:**
TS Teacher, Academic and Behavior School East
 - D. Deliberate the evaluation of the Superintendent, including goals and responsibilities relating to community relations
 - E. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
9. **RECONVENE** for possible action on items discussed in executive session
- A. Consider possible action whether Chapter 21 probationary contract teacher at ABS East failed, without good cause, to comply with the resignation requirements of the Texas Education Code and abandoned her contract with HCDE.

- B. Consider possible action regarding Superintendent's recommendation to propose termination of ABS East teacher's Chapter 21 probationary contract, for good cause as determined by the Board.
 - C. **EMPLOYMENT:**
TS Teacher, Academic and Behavior School East
10. **Discussion and possible action regarding future agenda items**
11. **INFORMATION ITEMS**
- A. **Human Resources Information Items**
 - B. **Employee Count**
 - C. **Acceptance of grant agreement from JAMS Foundation** in the amount of \$40,000 to support the Center for Safe and Secure Schools #RollingwithRestorative – Conflict Resolution Series. Requested funds will provide training for teachers, school personnel and students in conflict resolution and support implementation of these practices during their interactions with youth, parents, and school personnel through restorative practices models.
 - D. **Presentation of the results of the Fiscal Year 2020 Risk Awareness / Assessment** - Dr. Jesus Amezcua, Assistant Superintendent for Business Services.
 - E. **Submission of grant proposal to Henderson Foundation in the amount of \$5,000 via Education Foundation of Harris County** to support CASE for Kids' All-Earth Ecobot Challenge. Requested funds will support a virtual robotics and drone competition for 120 students.
 - F. **The CASE for Kids Division awards the school districts, charter schools, and not-for-profits per the attached listing**(aggregate amount \$569,900), for delivery of comprehensive programs for the 2020-2021 school year. Comprehensive programs administered by the following school districts, charter schools, and not-for-profits: Alief ISD, Houston ISD, Pasadena ISD, Sheldon ISD, Academy of Accelerated Learning Charter, 5-Works, Boys and Girls Club, Dream Academy, Houston Tennis, MECA, Salvation Army, Social Motion Inc, YMCA, and Young Audiences.
 - G. **Vendor English & Associates Architects Inc. was awarded under RFQ 20/0431A (Architectural Design Services)** at the 09/16/2020 Board meeting. The vendor's name appeared on the agenda item as "English & Associates Architects, Inc." which was incorrect. The correct name is "English + Associates Architects, Inc."
12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, November 18, 2020, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent